

C O N F I D E N T I A L

## PROCUREMENT DIVISION WEEKLY REPORT FOR

PERIOD ENDING 20 June 1984

1. Progress Report of Tasks Assigned by the DCI/DDCI:

No tasks assigned during this reporting period.

2. Items or Events of Major Interest That Have Occurred During the Preceding Week:

a. Guard Service Contract for Parking Areas at Ames, Key & Chamber of Commerce Buildings: After some delay, on 11 June 1984, Office of Security, Domestic Security Branch (OS/DSB) provided sufficient data and a statement of work (SOW) for Production & Services Contract Branch (P&SCB/PD/OL) to initiate contract action on guard services for the newly leased parking areas. P&SCB is now preparing a Request for Proposal (RFP) to be issued the week of 25 June. This will be an unclassified competitive procurement and RFPs will be sent to three major security service vendors (Wackenhut, Burns, and Wells Fargo). Procurement Division (PD/OL) is well aware of the priorities assigned to this project and will act to expedite award of this contract. Target date for award is 15 August with services to commence on 1 September. We should emphasize that contracting for this type of service is politically sensitive and there is a distinct possibility we may be faced with inquiries from the small business area as to why we are limiting proposal solicitations to only a relatively few vendors and not going through a formal advertising procedure and possibly small business set aside. Appropriate documentation is being prepared to respond to such inquiries.

b. Year End Competitive Procurement Actions: Procurement Division (PD/OL) has received a number of requests for issuance of competitive solicitations during the past week, consistent with the 15 June deadline in [redacted]. It will take several weeks to prepare and issue the associated RFP's because of the volume of actions received, and because the documentation provided by the requirements offices was incomplete for virtually all of these actions. PD is working closely with the requirements offices to obtain the required additional information such as contract security requirements, statements of work, drawing packages, and proposal evaluation plans.

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c. Cafeteria Furniture - "Quality of Life": Three requisitions for 406 tables and 1,092 chairs to be used in the cafeterias in the Headquarters building have been received in General Procurement Branch, (GPB/PD/OL). The requisitions were prepared by the interior design consultant, Headquarters Operations Maintenance & Engineering Division (HOME/OL) using specifications from Smith, Hinchman & Grylls Associates, Inc. (SH&G), the contractor who is upgrading the dining facilities. The total amount of the three requests is \$268,620.88. Due to the dollar value, GPB has contacted HOME to obtain a contract name and telephone number at SH&G as well as a list of suitable substitutes so that the orders can be competed as required. [REDACTED]

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d. SPARS System Project: In an effort to meet the growing worldwide communications network requirements, the Office of Communications (OC) has requested Automated Data Processing & Engineering Branch (ADP&E/PD/OL) to negotiate a contract for the purchase of three Second Phase Automated Relay Systems (SPARS) from Data Systems Marketing Corporation. Data Systems Marketing Corporation is currently involved in the development of the OC Automated Relay System and is familiar with OC's requirements. This procurement action is pending audit review and Agency Contract Review Board (ACRB) approval. The estimated dollar value of the resulting contract is \$1,200,000. [REDACTED]

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e. Request for Proposal (RFP) to Update Cable Dissemination System: The Office of Communications (OC) has requested the issuance of an RFP to procure software design, development, implementation, documentation, and maintenance services to upgrade the automated cable system. This upgrade which includes incremental off-loading cable services will replace the existing Cable Dissemination System and Automated Communications Terminal system and will be called the Message Handling Facility (MHF). The anticipated release date for this estimated \$600,000 procurement is 22 June 1984. [REDACTED]

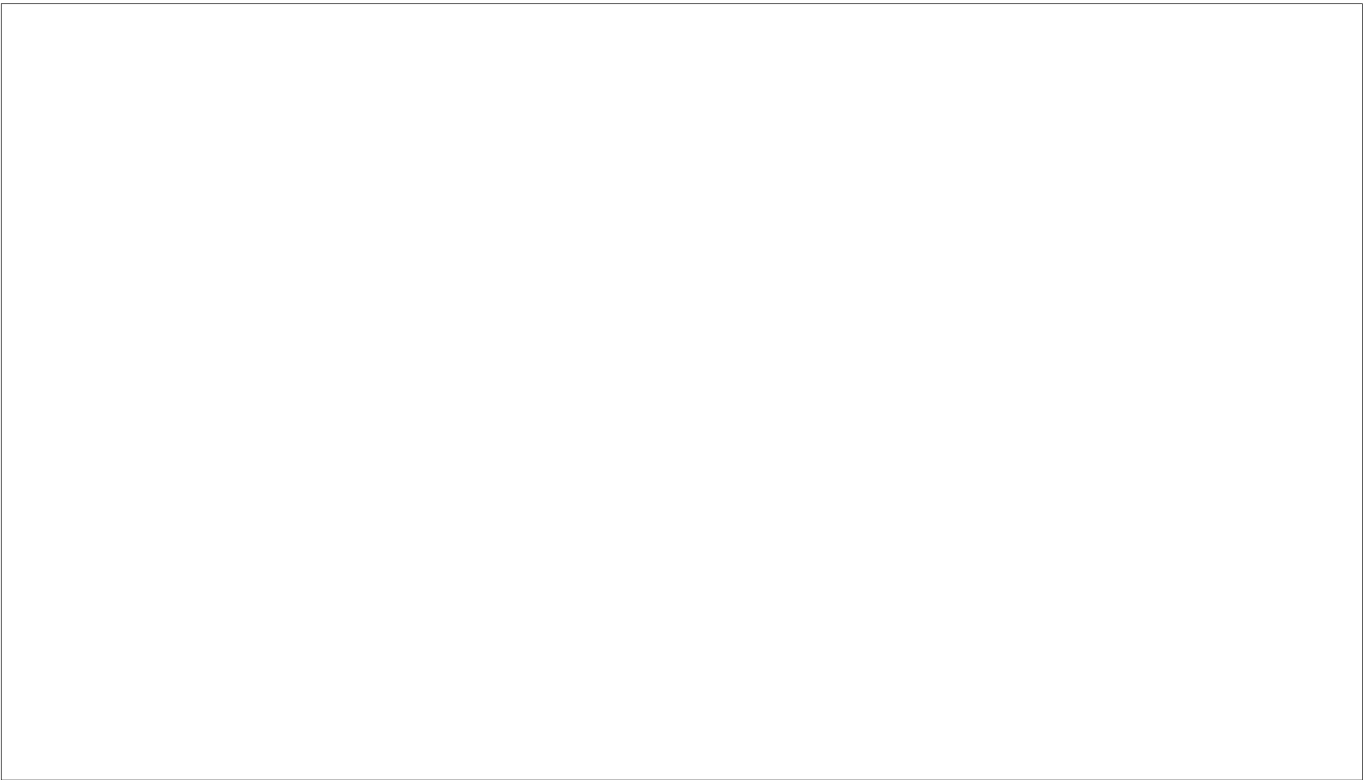
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f. OPM Leasing - Payment of Personal Property Taxes: Office of Data Processing (ODP) has determined that it would be in the best interests of the Government to effect a buy-out of leased IBM 3420 Magnetic Tape Drives. To this end, an amendment was forwarded to OPM Leasing to effect the buy-out amendment action. [REDACTED]

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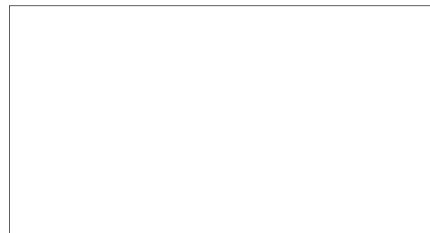
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3. Significant Events Anticipated During the Coming Week:

None

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